



Middle School Athletic Handbook

Benton Home of the Cougars

Beville Home of the Bobcats

Bull Run Home of the Eagles

Fred Lynn Home of the Hornets

Gainesville Home of the Hawks

Graham Park Home of the Lions

Hampton Home of the Huskies

Lake Ridge Home of the Wolves

Manassas Park Home of the Cougars

Metz Home of the Mustangs

Marsteller Home of the Bulldogs

Parkside Home of the Panthers

Potomac Home of the Panthers

Potomac Shores Home of the Seahawks

Rippon Home of the Raiders

Ronald Reagan Home of the Mustangs

Saunders Home of the Spartans

The Nokesville School Home of the Tigers

Unity Braxton Home of the Jaguars

Woodbridge Home of the Seminoles

STUDENT ACTIVITIES DEPARTMENT

PRINCE WILLIAM COUNTY PUBLIC SCHOOLS MIDDLE SCHOOL INTERSCHOLASTIC ATHLETIC HANDBOOK

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INTRODUCTION

Extracurricular activities and interscholastic athletics are essential components of the total school program. These activities provide students with opportunities that supplement the classroom experience and engage the student in challenging and creative experiences.

This handbook has been created to provide guidelines for the middle school interscholastic athletic program in Prince William County Public Schools (PWCS). The athletic program is designed to correspond with and be an extension of the total school program. It is the intent of the Middle School Athletic Executive Council that all schools follow the "Spirit of Sportsmanship" and the rules defined in this handbook.

STATEMENT OF BELIEF

We believe that athletic competition, kept in proper perspective, is desirable for many middle school students. As an extension of the total school program, interscholastic athletics offers physical, mental, and social growth experiences for those students who demonstrate a greater degree of skill and desire for competition than in the regular class setting.

We believe that coaches will be positive role models and conduct themselves in an exemplary manner. Coaches shall emphasize the educational values of athletics instead of an emphasis on winning games. At no time shall coaches deliberately embarrass an opponent by "Running up the score."

We believe that the interscholastic athletic program, when properly planned and implemented, is related to general education goals as it relates to the student, the student body, and the community.

As athletics relate to the student, opportunities are provided for:

- The participation of skilled opponents of comparable skill;
- The development of greater strength, endurance, and vitality;
- The development of desirable health habits;
- The development of sportsmanship;
- The development of courage, tenacity, alertness, and resourcefulness;
- The modes of participation that teach citizenship and cooperative effort; and
- The development of skills that will carry over into adult life.

As athletics relate to the student body, the program attempts:

- To create unity and foster school spirit;
- To promote the acceptance of diversity;
- To acquaint students with the values of athletics; and
- To encourage diverse participation of the student body in school events.

As athletics relate to the community, the program attempts:

- To provide activities of recreational interest;
- To stimulate support for the entire school program; and
- To educate the community on the educational and social values of sports.

ADMINISTRATION OF THE MIDDLE SCHOOL ATHLETIC PROGRAM

Middle School Athletic Executive Committee (MSAEC)

The governing body of the interscholastic program shall be the MSAEC. The MSAEC shall consist of three middle school principals, three activities coordinators, and the Director of Student Activities Management as per the chart in this manual.

Athletic Coordinator Members

Three athletic coordinators from each conference will be appointed by a rotation published in the Middle School Athletic Handbook. Each coordinator will serve a three-year term.

The MSAEC is established for the following purposes:

1. To represent the middle school athletic coaches and schools of their respective conferences.
2. To discuss recommendations made by coaches, administrators, or community stakeholders, present recommendations as necessary to middle school principals, and provide final decisions for entry into the middle school athletics handbook.
3. To establish and approve annual athletic schedules.
4. To receive and interpret questions, disputes, or protests regarding the athletic program, the Chair and Vice-Chair of the Executive Committee and Supervisor of Student Activities will refer to the MSAEC according to their discretion. Each school on the MSAEC will be allowed only one vote. If one of the schools on the MSAEC is "Involved" in the question, dispute, or protest, that school will not be allowed to vote.

The MSAEC membership is an assigned rotation with each member serving a three consecutive year rotation which shall be as follows. Appointed by process, first-year members will serve as the Secretary of the MSAEC. Second-year members will serve as the Vice-Chair, with the third-year member serving as the MSAEC Chair.

Chair: The Chair will be the senior member of the MSAEC as their school will be in its third year representing the MSAEC. The Chair and Vice-Chair must come from different conferences. The MSAEC Chair is responsible for the following:

- Host MSAEC meetings. (Every two to three months);
- Develop an agenda for the MSAEC meetings. The Chair may delegate this to the Vice-Chair or Secretary.

Vice-Chair: The Vice-Chair will be the representative in year two of their rotation on the MSAEC. The Vice-Chair's responsibilities are:

- Fill in for the Chair as needed.
- Collaborate with the Chair and Secretary to schedule meetings, establish meeting agendas, and host the annual PWCS Middle School Coaches Meeting and Banquet.

Secretary: The first-year representative of the MSAEC shall serve as the Secretary. The following are the responsibilities of the Secretary:

- Collaborate and assist with the annual PWCS Middle School Coaches Banquet;
- Assemble input from all athletic coordinators for the MSAEC meeting agendas;
- Take the minutes at MSAEC meetings; and
- Upon approval distribute the minutes of MSAEC meetings to all athletic coordinators and the Director of Student Activities Management.

Responsibilities for all members of the Executive Committee:

- Collaborate to establish protocols and procedures that enhance the middle school athletics programs for the Division;
- Encourage the collection and recording of conference record;
- Collaborate and assist with the annual Middle School Coaches Meeting; and
- Review the PWCS Middle School Athletics Handbook annually.

Schedule of Meetings

August/September Athletic Coordinator and MSAEC Meetings

October (2nd or 3rd week) Athletic Coordinator Meeting

January (1st or 2nd week) Athletic Coordinator and MSAEC Meetings

March (1st or 2nd week) Athletic Coordinator and MSAEC Meetings

May (1st or 2nd week) Athletic Coordinator and MSAEC Meetings

NOTE: The MSAEC will be on call to deal with special concerns throughout the school year. The Chair of the MSAEC will schedule special meetings as needed.

MIDDLE SCHOOL EXECUTIVE COMMITTEE MEMBERS

Executive Committee Rotation 2022-2032			
School Year	Chair	Vice-Chair	Secretary
2022-2023	Parkside	Fred Lynn	Gainesville
2023-2024	Fred Lynn	Gainesville	Saunders
2024-2025	Gainesville	Saunders	Rippon
2025-2026	Saunders	Rippon	Marsteller
2026-2027	Rippon	Marsteller	Manassas Park
2027-2028	Marsteller	Manassas Park	Graham Park
2028-2029	Manassas Park	Graham Park	Unity Braxton
2029-2030	Graham Park	Unity Braxton	Benton
2030-2031	Unity Braxton	Benton	Potomac
2031-2032	Benton	Potomac	Bull Run

MIDDLE SCHOOL CONFERENCES 2023–2024

East	Central	West
Fred Lynn	Benton	Bull Run
Graham Park	Beville	Gainesville
Potomac	Hampton	Marsteller
Potomac Shores	Lake Ridge	Metz
Rippon	Manassas Park	Reagan
Woodbridge	Parkside	Unity Braxton
	Saunders	Nokesville

Three conference schedules will be created with the following maximum competitions:

- Ten games for volleyball, soccer, basketball, baseball, and softball;
- Six games for football;
- Six matches for wrestling and region championship; and
- Six meets for the track and region championship.

Each of the three conferences will determine ranking according to its conference record. The MSAEC would like to keep the Conference Championship format with the championship determined by conference records. If there is a tie, Co-Champions will be declared.

PRINCE WILLIAM COUNTY PUBLIC SCHOOLS COACHES EDUCATION IMPLEMENTATION PLAN

All coaches must comply with and meet the requirements of PWCS Regulation 648-4.

Middle School Sportsmanship Statement

The announcer is a crucial figure and carries a great responsibility. What is said and the way it is said will influence the crowd.

Please have your announcers read the following sportsmanship statement at the beginning of all athletic contests: “Welcome to (your middle school), where sportsmanship is an expectation. Please let the players play, the coaches coach, and the officials officiate. We expect all spectators to BE POSITIVE and show sportsmanship to all participants and other spectators, both home and away. Thank you for your support of the athletics program.”

Regional Host Rotation for Regional Track and Wrestling Events

Year	East		Central		West	
	Track	Wrestling	Track	Wrestling	Track	Wrestling
2022-23	Potomac	Woodbridge	Saunders	Hampton	Bull Run	Reagan
2023-24	Fred Lynn	Rippon	Manassas Park	Saunders	Gainesville	Metz
2024-25	Graham Park	Potomac Shores	Parkside	Manassas Park	Unity Braxton	Nokesville
2025-26	Woodbridge	Potomac	Benton	Parkside	Reagan	Marsteller
2026-27	Rippon	Fred Lynn	Beville	Benton	Metz	Bull Run
2027-28	Potomac Shores	Graham Park	Lake Ridge	Beville	Nokesville	Gainesville
2028-29	Potomac	Woodbridge	Hampton	Lake Ridge	Marsteller	Unity Braxton
2029-30	Fred Lynn	Rippon	Saunders	Hampton	Bull Run	Reagan
2030-31	Graham Park	Potomac Shores	Manassas Park	Saunders	Gainesville	Metz
2031-32	Woodbridge	Potomac	Parkside	Manassas Park	Unity Braxton	Nokesville

Middle School Athletic Coordinator's Role

The Middle School Athletic Coordinator (MSAC) is responsible to the principal for coordinating, supervising, and maintaining the athletic program within the school at the highest possible level of competency and efficiency. The athletic coordinator should be provided a daily free period to help appropriately fulfill the responsibilities required to run the athletic program successfully.

Athletic Coordinators' Duties:

1. Have a meeting with all coaches at the beginning of each school year to review the Interscholastic Athletic Handbook and define coaches' responsibilities. *The school principal shall attend this meeting and discuss the following:*
 - Principal's expectations for the athletic program;
 - Public interaction expectation of coaches;
 - Coaches' attitude and behavior;
 - Increased participation;
 - Selection procedures for tryouts;
 - Handling emergencies;
 - Updating emergency information on each participant;
 - Concept of mandatory play;
 - Ways to increase sixth-grade participation;
 - Encouraging staff volunteers; and
 - Liability of coaches.
2. Ensure that coaches, players, cheerleaders, and students demonstrate a high level of good sportsmanship.
3. Coordinate all phases of the athletic program.
4. Responsible for the inventory, storage, and issuance of all athletic equipment.
5. Prepare an annual budget for the entire athletic program.
6. Development and coordination of schedules for the entire athletic program.
7. Obtain safe and efficient transportation to all contests and practice sessions away from school.
8. Provide officials of the highest quality and certification for all home contests.
9. Obtain, instruct, and supervise necessary security personnel for all home contests.
10. Ensure field and court preparation for all interscholastic contests.
11. Provide required supervision for all athletic activities without an assigned school administrator.
12. Assist in the recommendation, supervision, and evaluation of coaching personnel.
13. Coordination of all athletic publicity.
14. Ensure compliance with all School Board regulations and regulations set forth by the Middle School Athletic Council.

15. Assist the principal and curriculum supervisor in evaluating the athletic program.
16. Prepare and maintain an eligibility list for each sport before the first game of each season.
17. Prepare and implement procedures for handling medical emergencies at athletic events and practices.
18. Assist regional directors in providing student supervision as requested by the host school.

Forms for Athletic Program Administration

1. Seasonal Athletic Eligibility Roster – Excel Spreadsheet;
2. Title IX – Annual Gender Participation Data;
3. Middle School Interscholastic Wrestling Weight Certification List;
4. Emergency Permission Form (Appendix B);
5. Individual School Won/Lost Record Form (Appendix C);
6. Middle School Athletic Participation/Parental Consent/Physician’s Certificate Form (Appendix D);
7. Middle School Athletic, Club, Student Government, School Social Event Activity Participation;
8. Employee Admittance to Athletic Events;
9. Regulations About Athletics; and
10. Conflict of Interest Disclosure Form.

For regulations pertaining to PWCS athletics and activities go click [HERE](#) and go to Instruction 600s.

Concussion Education for Coaches, Parents, and Athletes

Concussion Policy

All middle and high school student-athletes and their parents/guardians must complete an annual concussion training according to Prince William County Public School Policy 759 *before* the student may participate in the season. To participate in any extracurricular athletic activity, each student-athlete and the student-athlete's parent or guardian shall review information on concussions provided by the School Division annually.

As there are differences in the way concussions will be handled at the middle school and high school levels, a parent having children in both middle and high schools is required to attend both a middle and a high school presentation.

Students and their parents/guardians can take the concussion training online or in person at the schools offering the Face-to-Face Concussion training.

Each conference school will collaborate to select presentation dates before tryouts that are different from the others in the conference to improve Face-to-Face Concussion training available to the students and parents. In addition, each conference will offer the "post tryout" meeting for concussion training at one or two schools. Schools must provide concussion training in each of the four sports seasons.

Face to Face Training

Middle school parents and students, who are trying out for a sport for their first time in middle school or are new to Prince William County Public Schools, are encouraged to attend Face-to-Face concussion training Regulation 759-1.

Online Training

Parents and students may take concussion training online. After reviewing materials describing the short- and long-term health effects of concussions, each student-athlete and the student-athlete's parent or guardian shall sign a statement acknowledging attendance at concussion presentation or completion of the online training and understanding of the information.

Coaches are required to participate in concussion training in one of the following ways:

1. Participation in their respective school and season for the Face-to-Face training (preferred training – leads to improved parent/coach relationships);
2. Complete the Center for Disease Control or NFHS online training and provide a completion certificate;
3. Attend or participate in Division-approved professional development sessions.

General Rules

Enrollment

The student shall be officially enrolled in the school as required by Virginia School laws, be a regular Bona Fide student of the school who wishes to participate in athletics and be considered a student in good standing. A regular student is regarded as a full-time student who is in regular attendance and is carrying a schedule of subjects that, if successfully completed, will make the student scholastically eligible for the subsequent semester.

Eligibility

AGE – A student may not participate as a player in any sport if the student becomes 15 years of age on or before September 1 of the current school year.

A student may not participate in B-Team Junior Varsity (JV) basketball if the student is 14 years of age on or before September 1 of the current school year. Eighth graders are not eligible to participate on B Teams (JV teams).

Participants can be moved from B-Team JV to A-team Varsity (V) but may not be moved from A-Team V to B-Team JV. A student cannot participate in a B-Team JV game and then play in an A-Team V game for 48 hours.

Sixth-grade students can participate in A-Team V sports when, in the opinion of the coach, athletic coordinator, and principal, the student is mature enough and has the skills necessary to compete on an A-Team V level. Coaches should use caution in using sixth-grade students in practices and games.

Educators generally agree that participants on a school team should not participate during the same sports season in any other organized athletic team. However, this practice is not prohibited. Therefore, student-athletes may participate simultaneously on school and non-school sponsored teams.

Students cannot participate with the middle school team and a high school sub-level team in the same year.

Once a student participates with a high school team, they can no longer participate in the same sport with the middle school team.

Athletic coordinators shall have a team eligibility list on file for each team before the first game of each season. The list includes the name, date of birth, and grade of each participant. The form for wrestling requires distribution to the Executive Committee Secretary and all opponents (See Appendix A).

Semester Rule

Student eligibility begins on the first day of school and the student's first year as a sixth-grade student. Students have six consecutive semesters of eligibility. If a student turns fifteen before September 1 of the school year, they are ineligible regardless of the number of semesters a student has participated in during middle school.

Academic Eligibility

To be academically eligible, a student must pass a minimum of five classes and fail no more than one class for the nine-week grading period. The student shall be declared ineligible for the next grading period when not meeting this standard. This rule applies to practice as well as game participation. Students will begin or end academic eligibility or ineligibility on the Monday following the end of the grading period workday. Transfer students must comply with this standard, and grades from the transferring school must be reviewed to determine eligibility before participation by the athletic

coordinator. Students who become eligible may begin game participation on the Monday following the end of the grading period workday.

PWCS Attendance and Participation in Extra Curricular Activities

Participation in Middle School Athletics is a privilege. Students are expected to abide by school expectations and the Student Code of Conduct. Should the Principal or Principal's Designee determine that a student is not in compliance with school expectations or the Student Code of Conduct they may at their discretion limit or suspend the right to participate or attend extracurricular activities.

Transfer Student Eligibility

Enrollment for transfer students who try out for an activity in the previous year for participation in the following year (example: cheerleader, dance team) is defined as:

- Enrollment is determined when a student enters a school and begins classes. Parents/guardians of students who intend to transfer to a school for the next school year and who wish to try out for cheerleading or dance before the school year must provide the receiving school evidence of a family moving into that school's attendance area. The move-in date is on or before September 30 of that school year. If a family can provide the school with the dated sales contract that indicates a move-in date on or before September 30, the student would be eligible to try out in the spring for cheerleading/dance for the following school year.
- A student who has an approved transfer from both schools, receiving and previous schools, is eligible for the next school year.

Medical Examination

In all interscholastic activities, each participant must have a physical examination by a medical doctor and have permission from the medical doctor and parents before participant may engage in any sport.

A physical examination is required for each year. The exam must be on or after May 1 of the current school year and is good through June 30 of the succeeding year. No student shall try out, practice, or participate in a sport until the physical examination is complete, and a permission form is on file with the school. It is suggested that same-sex staff members or volunteers be present in the examination room.

Physical form signature: Only the date of the physician's signature on page 3 of the PPE must be on or after May 1. Pages 1,2, and 4 of the PWCS Athletics participation physical form must be completed and signed even with page 3 coming from a doctor's physical form such as one from Kaiser.

Concussion Education

Refer to page 12 – Concussion Education for Coaches, Parents, and Students

Emergency Care Cards

An Emergency Care Permission Card (Form 61582450404G) shall be completed by each participant and signed by the participant's parents/guardians for each sport. Coaches shall have the emergency cards readily available at all practices and games. By signing these cards, parents/guardians, and players acknowledge they have read and agree to follow the PWCS Participation Guide. (See Appendix B)

Student Participation

A student may participate in only one school team during a given sports season. A student may change from one sports team to another before the first game. A student may not leave one team to join another once the regular season begins without the approval of the sending and receiving coach,

athletic coordinator, and principal. Students may not participate on a middle school team and a high school team in the same sport during the same school year. Once a middle school student participates with a high school team, they forego the privilege to participate with the middle school team in that sport.

Selection of Team

Team selection should include as many participants as possible. Each student trying out will receive a letter developed by each school, specifying the length of practice, criteria for squad selection, equipment needed, and a schedule of games. All squad selections will be implemented in a positive and objective manner. There will be three designated days for try outs for all athletic teams.

Practices

Schools participating in the Prince William County Schools middle school athletic program may not begin practice before the beginning dates of the master schedule.

Practice time shall be limited to two hours, excluding dressing time. School teams may not practice on days when schools or the Division is not in session. Schools open for programs or community use on days when students are out are not to be considered "In Session," including Saturdays and Sundays.

Practice sessions during excessively hot weather and other unusual conditions should be adjusted to ensure the well-being of the student.

No students other than team members and managers may be at tryouts and practices. Schools participating in the Prince William County Middle School Athletic program may not begin practice before the beginning dates on each master schedule.

The administrator or athletic coordinator should refer to the annual Outdoor Participation Guidelines to determine the appropriate participation in determining heat/humidity conditions that might affect practices or games. If a decision cannot be reached, the Office of Student Activities (703.791.7353) should be contacted by individual schools for directions.

Practices for a sport shall stop after the last scheduled contest for that activity.

Middle school teams and athletes may not participate with or play high school teams.

Clubs or intramural activities before or after seasons must be advertised and open to all interested students.

Transportation to and from Athletic Events

If a school provides transportation from a game event, the students must use that bus. If parents/guardians sign them out, a coach must have a written sign-out process and is required to keep that record on file for a minimum of a year. Parents/guardians may not sign out any student other than their own.

Students as Team Managers

Students serving as team managers provide support opportunities to the coaches and teams by assisting with the care of equipment, practice, and game management. Student managers benefit personally by developing leadership, service, sport-specific involvement, and game/practice management skills. Coaches are encouraged to use student managers as team support. The use of best practices and safety are expected when coaches assign student manager duties and rules. The following expectations and

guidelines are provided to support the positive gains all students may experience when serving as a team manager. These Rules for Participation will be implemented and must be followed as the regulation during participation.

- Coaches are directly responsible for all behaviors, safety, and participation of a team’s student manager.
- The use of electronic devices while performing duties as the team manager are prohibited during practice or games.
- Students will be permitted to serve as a manager for the sport of any gender.
- Teams with less than 20 athletes will be permitted to have two managers.
- Teams with more than 20 athletes will be permitted to have up to five managers at the discretion of the athletic coordinator and principal.
- Student managers will need to provide a physical and participate in the concussion training.
- Student managers will be expected to maintain the same conduct and academic eligibility as the athletes.
- Student managers and student leaders may be official scorekeepers for games with the athletic coordinator and principal approval.

Non-Staff Volunteer Coaching Rule

All volunteer coaches not employed as PWCS full-time staff must complete a volunteer employee application and be vetted through the PWCS Department of Human resources.

School Staff Volunteer Coaches

Principals shall continue to encourage staff volunteers to participate in the athletic program. The school principal must approve volunteer coaches to be covered for insurance benefits.

Athletic Seasons

Season	Boys	Girls	Co-Ed
Fall	Soccer	Track Volleyball	Cheer Football
Winter I	Basketball		Cheer
Winter II	Wrestling	Basketball	Cheer
Spring	Baseball Track	Soccer Softball	

Student Participation Limitations

Boys may not participate in girls’ teams. Softball is considered a different game when compared to baseball. Girls can try out for baseball. However, if they are not selected for the baseball team, they are not guaranteed an opportunity to try out for softball.

Competitions

The interscholastic competition shall be limited to the public middle schools of Prince William County and the City of Manassas & Manassas Park. All participating schools must abide by all rules and regulations set forth in the Prince William County Public Middle School Interscholastic Athletic Handbook. School athletic equipment and uniforms may not be used for non-school athletic contests.

Scheduling of Contests

1. A master schedule for all contests will be developed by the Middle School Athletic Coordinators and approved by the MSAEC.
2. Scrimmages or practices with any other team may not be scheduled.
3. It is *recommended* but not mandatory that the regional wrestling matches be scheduled at a high school.
4. Any changes in the scheduling of *Regional* events must have the approval of the following:
 - Executive Committee; and
 - Participating Coaches.
5. There will be no additional games after the athletic schedule has been approved. However, faculty team games may be played after a sports season.
6. Schools are *not permitted* to schedule contests with institutions outside of Prince William County, Manassas City, and Manassas Park Middle schools and shall not schedule practice sessions or scrimmages with other schools or agencies.
7. Administrative Attendance at Regional Events
 - One administrator from each school must attend all regional events from the time of arrival until the team leaves the school.

Time of Contest

Every effort must be made to start events at 5:15 p.m. Due to traffic and transportation situations, games will begin close to the designated start time.

Early Dismissal for Games

Except for regional events, students may not be dismissed from classes to participate in interscholastic athletics.

Organizational Meeting

Each coach may have one organizational meeting before the sports season. The meeting may not occur before the first day of school for students (except for Season I sports which may meet in May or June).

Coaches' Meeting

1. Track and Wrestling coaches must have a scratch/seeding meeting before the Regional meet. The scheduling of the meeting is the responsibility of the *Host* Athletic Coordinator. Meet directors must attend the meeting.
2. Coaches' meetings in other sports will be held when there is a need in the judgment of the Executive Committee. The scheduling of such meetings will be the responsibility of the Secretary of the Executive Committee.

Note: *Coaches are expected to attend these meetings.*

Regional Track and Wrestling Event Planning Guide

Planning documents for regional track and wrestling events are included in the handbooks as Appendix D and E. Hosts school should attempt to use high school facilities for regional events. Host athletic

coordinators should reference Appendix D and E. The appendixes serve as a checklist for planning and organizing the regional events.

Seed Meeting Procedures for Regional Track Meets and Wrestling Matches

Purpose:

1. Seed athletes for events/weight classes;
2. Discuss meet/tournament schedule such as;
 - a. Arrival procedures;
 - b. Check-in procedures;
 - c. Meet/tournament officials; and
 - d. Results scores sheet.
3. Announce procedures for coaches' scratch meeting;
4. Assign supervision responsibilities;
5. Present awards procedures; and
6. Provide coach's responsibilities.

NOTE: *Coaches are expected to attend these meetings.*

Costs for Regional Events

The following approved costs; clerk of court, officials, one police officer, athletic trainer, hospitality room expenses, custodial fees, ribbons, and medals, shall be shared by participating schools if gate proceeds do not cover the costs of Regional events. It is recommended that each school provide event security staff. Each school would then absorb this cost.

Postponements of Contests

Postponement of any contest must be scheduled on the next available open date selected by the athletic coordinators of both schools. Any games not made up before the start of the following season, defined as the first day of tryouts, will not be made up.

Determining Regional Champions

The best record will determine the champion. In cases where the records are the same, co-champions will be declared. When determining regional champions if teams play twice the second game counts as the region game unless second game cannot be completed.

Insurance

All students participating in the athletic program should have insurance coverage for accidents. The supplemental accident insurance policy is available to all participants by the PWCS Department of Risk Management.

Admission to Contests

1. Regular Season;
Adults \$3.00 Student (K-12) \$1.00
2. Regional Events;
Adults - \$5.00; Students (K-12) \$1.00
3. Senior citizens (Age 60) shall be admitted without charge;
4. Prince William County School Board employees and the Metz and Manassas Park faculty shall be admitted without charge;
5. Admission will be charged for all sports. Any employee of the School Division may gain admittance to an athletic event upon showing their Division security badge. Employees will

gain free entrance to any regularly scheduled home athletic event in the county during the regularly scheduled season.

6. Each school may make an adult season ticket available. It can only be used for *home contests only*.
7. Once a student leaves the building during an indoor athletic event, they must pay to return to the event. Schools have the discretion not to allow readmittance.
8. The approved procedure for ticket accountability shall be followed for all middle school athletic events. Tickets must be sold, and accountability forms completed and submitted to the school's bookkeeper.

Awards

Standardized ribbons or medals will be given at the regional wrestling and track meets or matches for the first thru the fourth place.

Rule Books

Individual schools must purchase rule books for activities.

Cheerleaders – Guidelines

The rules provided in the Middle School Athletic Handbook for cheerleading participation are in effect for all practices, games, competitions, and other performances.

Cheer Try Outs

1. Middle school administrators will establish the purpose and participation expectations for cheer squads at school events and competition opportunities for each school year.
2. Try outs will be held in the fall of the school year.
3. A selection committee will reflect the school's cultural diversity. The sponsor may choose to head this panel or select a committee to assist with team selection.
4. The ability to finance by individual students will not affect selection.
5. Non-discrimination statements must be included in the selection communication and process.
6. Parents/guardians will be informed of the financial expectations, the selection process, and the rules and procedures which govern cheerleaders and their activities before try outs.
7. Sponsors or administrators will be willing to meet with parents/guardians or students to explain why the student did not make the squad. At this meeting, only that student's evaluation will be discussed. No other student's evaluation will be revealed.
8. As with all matters, the building principal will be the final judge of the integrity of the cheerleading selection process.
9. The administration will be provided a list of the participants selected.

Cheer Participation

1. Cheerleaders may not cheer at away games. However, cheer squads may travel with the teams when the location is a neutral site for both schools.
2. Cheerleading squads should be placed and supervised under the direction of a qualified and knowledgeable coach.
3. Coaches will recognize a squad's particular ability level and should plan the squad's skill instruction and activities accordingly. "Ability level" refers to the squad's talents as a group. Individuals should not be pressed to perform activities until safely mastered.
4. An appropriate warm-up routine should precede all cheerleading activities.
5. Athletes must continually practice and perform on an appropriate surface. Technical skills (stunts, pyramids, tosses, or tumbling) may not be performed by the cheerleaders on concrete, asphalt, wet or uneven surfaces, or surfaces with obstructions.

6. Cheer stunts performed on gymnasium floors without mats are limited to half stunts. *
7. All pyramids (or stacks) will not exceed two people high. When used, the top participant may touch a partner that is also in a stunt, but they may not grip the person. (This meets current guidelines in the Middle School Athletic Handbook and Federation rules). All stunts may not be more than one stunt high.
8. No tossing (or aerial) is permitted for any stunt.
9. All tumbling skills are allowed. Cheerleaders that are experienced may perform cartwheels, round-offs, and aerial cartwheels and are permitted on surfaces other than a mat. No blind tumbling on gymnasium floors without mats. Examples: *Arabians, full-twisting layouts, etc.*)
10. Twisting motion to mount is allowed. However, twisting motions to dismount is not.
11. Dive rolls are prohibited.
12. Flips greater than one rotation are prohibited.
13. Twists greater than one rotation are prohibited.
14. Tumbling skills in which cheerleaders are touching/holding hands are prohibited.
15. Basket tosses, elevator tosses, and similar multi-based tosses are prohibited.
16. Participants may not perform aerial tumbling or rebound over an individual or prop.
17. Allowable dismounts – Pencil drop, step-down, pop cradle (with no basket toss), the sweep is okay, but recommended pop cradle for safety reasons. (Current PWC Middle School Handbook except for pop cradle).
18. Cheerleaders may not taunt the other team, and cheerleaders are to support school spirit.
19. All jewelry is prohibited during participation, including practice. Religious medals and medical medals are not considered to be jewelry. A religious medal without a chain must be taped and worn under the uniform. A medical alert medal must be taped and may be visible.

Officials for Scheduled Activities

1. Officials for all athletic events except track shall be obtained from official associations in Virginia or a neighboring state.
2. The number of officials per activity:
 - a. Baseball – 2
 - b. Basketball – 2
 - c. Football – 4
 - d. Soccer – 1*
 - e. Softball – 1*
 - f. Volleyball – 1
 - g. Wrestling – 1 (per event/minimum one rated)

*The host school may request a second official if they are paying for the officials.

3. Each athletic coordinator shall be responsible for contracting or obtaining the services of officials for athletic events.
4. The following associations are available:

- **Baseball, Basketball, Football and Softball**

- **Bull Run Officials Association**

- Edward Ehrmantraut - President

- bullrunrefs@aol.com

- (703) 927-5302

- Jason Mecke - Baseball

- mecke32@yahoo.com

- (919) 272-2056

- John Joback - Football

- jjoback1@verizon.net

- (703) 728-1549

- Ernie Stephens - Softball

- Ernie2448@verizon.net

- (571) 265-4551

- **Cardinal Basketball Officials Association**

- Mount Vernon Officials Association

- Curtis Smith

- (571) 643-6516

- **Soccer**

- Commonwealth Soccer Officials Association

- Dena Morrison

- csoaassignor@gmail.com

- (703) 357-7921

- **Wrestling**

- Northern Virginia Wrestling Officials

- Ed Rawlins

- NVWOA.commish@gmail.com

- (703) 231-8281

- **Volleyball - Quantico Officials Association**

- George Hayn

- keokigeorg@aol.com

- quantvballassoc@aol.com

- (703) 405-9006

Sports

Baseball

Shall be governed by the current National Federation of State High School Athletic Associations' rule book except for the following adjustment:

1. A new inning may not start after 2 hours past the starting time. Time lost due to weather, or other unforeseen events will not be considered part of the 2 hours. An official game that ends a tie will not be replayed. All games stopped due to time will be considered complete.
2. Five run rule per team per inning, except for the last inning. If both coaches agree the five-run rule will not be in effect.
3. Weather events stopping a game that cannot resume play will be considered a complete game if 3.5 innings have been completed with the home team winning.
4. Pitchers are limited to 10 innings per week.
5. Pitch count- See Appendix F.
6. Metal spikes may not be worn.
7. No stealing if up by ten runs or more. The game is over if up by 15 runs or more after 3.5 innings.
8. -3 bats are to be used.

Basketball

Basketball shall be governed by the current National Federation of State High School Athletic Association's rule book.

1. Basketball ball size for boys should be 29-inches and 28.5-inches for girls.
2. Quarters shall be six minutes each.
3. All basketball teams shall carry a minimum of 12 players. The rule applies to any school with 12 or more students trying out.
4. For JV team games, all team members shall be entered in the scorebook, and legitimate reasons stated before the game for those who will not play. Failure to play all eligible players will result in a forfeit. All players must play a minimum of three minutes.
5. There is no mandatory participation requirement for Varsity there will be no expectation of replacing those players who left.
6. Once a team has a 20-point lead, they can no longer Press. On the first infraction, a *warning* will be issued. Any further offenses will result in a technical foul.
7. Once a team has a 30-point lead, there will be a running clock. The clock will stop for time-outs and free throws.
8. Games tied at the end of regulation will play a 3-minute running clock overtime. At the end of overtime, if the score is still tied, the game will be declared a tie.

Football

Shall be governed by the National Federation of State High School Athletic Association's current rule book except for the following adjustments:

1. Every participant shall have a minimum of three days of practice in helmets only, followed by two days with only helmets and shoulder pads. Day six can be the earliest a player participates in full dress and contact. This requirement is for each individual player and is not to be confused with the team's practice count requirement. All players must go through the five days of acclimation practices prior to participating in a game.
2. Teams must have 15 practices before the first game. Try out days are considered part of the 15.
3. Quarters shall be eight minutes each. In cases of tie games at the end of regulation play, overtime will be allowed. Each team will have two offensive possessions starting at the 10-yard

line. The game will be recorded as a tie if the score remains tied after overtime. One additional time-out will be provided for overtime play.

One coach will be allowed on the field during a time out.

4. The youth-size, such as the Wilson TDY football, shall be required.
5. If both head coaches agree, a ten-play scrimmage may be inserted at the conclusion of regulation to allow those who did not play a chance to participate. A ten-play scrimmage will be canceled if overtime is required for a game.
6. There will be a running clock if a team is up by 24 points. The clock will stop for time-outs.

Soccer – Boys and Girls

Shall be governed by the National Federation of State High School Athletic Association's current rule book except for the following adjustments:

1. May use regular football field size as the playing field.
2. Standard football goal posts may be converted to soccer goal height.
3. The penalty area shall be thirty 30-yards wide when playing on a regulation football field and the standard width playing on a regulation soccer field.
4. Shall have halves thirty minutes long with a seven-minute break between halves.
5. Games that end in a tie play two overtimes for five minutes each. If still tied at the end of the second overtime period, the score remains tied.
6. Each team will provide one ball boy/girl for each game.
7. Soccer teams are expected to wear dark jerseys for home games and light/white color jerseys for away games. Schools with only one set of jerseys must communicate with opposing schools to avoid conflicts at the beginning of the season.
8. If up by ten goals, the second half is cut in half. If up by ten goals after the midpoint of the second half, the game is over.

Softball (Fast Pitch)

Shall be governed by the current National Federation of State High School Athletic Association rule book except for the following adjustments:

1. A new inning may not start after 2 hours past starting time. Time lost due to weather, or other unforeseen events will not be considered part of the 2 hours. Unless other considerations are stipulated in the officials' contract, the provisions above apply.
2. Five run rule per team per inning, except for the last inning. If both coaches agree the five-run rule will not be in effect.
3. Metal spikes may not be worn.
4. Pitching distance will remain at 40 feet, as referenced in the Nation Federation Rules for softball handbook.
5. The game is over if up by ten runs or more after 4.5 innings.
6. No stealing if up by ten runs or more. The game is over if up by 15 runs or more after 3.5 innings.

Track and Field – Boys and Girls

1. Shall be governed by the National Federation of State High School Athletic Association's current rule book except for the following adjustments:
 - a. No participant can participate in more than *four* events. Furthermore, the participant may not compete in more than *three* running events (one of which must be a relay) nor participate in more than *three* field events.
 - b. No participant can participate in back-to-back running events.
 - c. The contestant shall be disqualified upon a second false start.

- d. Participants in the mile run are restricted to only one other running event. They may compete in *four* events, and if so, the other two must be field events.
 - e. A school cannot have more than *three* entries in the dashes and field events in dual and tri-meets. There can be no more than *eight* entries in the 400, 800, and 1600 meter run. Exhibition relays may be permitted upon agreement between coaches.
 - f. *Two* entries per event for each school will be allowed in regional meets. Only one relay team per event will be allowed.
 - g. Substitutions *may not* be made in individual events after the seeding meeting for regional.
 - h. At regional track meets, coaches *shall be in the stands during running events or in the area designated by the meet director*.
 - i. Regional track meets may be held at a high school.
 - j. At regional track meets, ribbons will be awarded to the top *four* finishers in each individual event. Relay ribbons for each participant in the top *four* relay teams will be provided.
2. Track and Field Events
- a. Field Events (to be run simultaneously if possible);
 1. *Eight* pounds shot for boys and *six* pounds shot for girls; High jump; and Long jump.
 - b. Order of Track Event
 1. 55 meters 30" Low Hurdles
 2. Sprint medley relay (medley relay order 200, 200, 400, and 800 meters)
 3. 55-meter dash
 4. 100-meter dash
 5. 1600-meter run
 6. 400-meter relay
 7. 800-meter relay
 8. 400-meter run
 9. 800-meter relay
 10. 200-meter dash
 11. 1600-meter relay
 - c. Running events may not begin until all field events have been completed.
3. Middle School students may be used as officials with the approval of the Principal or Athletics Coordinator. High school students may be used in dual meets but may not be used as officials at regional track meets.
4. The host school will obtain a Clerk of the Court Meet Director to render decisions on disputes at regional track meets. The pay rate shall be \$100.00 per position to be shared equally by the participating schools.
5. The Clerk of the Court/Meet Director is recommended to be a high school physical education teacher or track coach.
6. Spikes are not to be worn at the middle school level.
7. Hurdle spacing:
- Start to 1st Hurdle= 13 meters
 - Between Hurdles = 8.5 meters
 - Last Hurdle to Finish = 8.0 meters

Volleyball

Shall be governed by the current National Federation of State High School Athletic Association's rule book except for the following adjustments:

1. The official record match is the A-team and shall always be played first.
2. When time constraints exist, the visiting A-team will receive ten minutes of team floor time for warm-ups. The home team shall clear the floor and make the court available upon arrival of the visiting team. B-teams will split ten minutes of warm-up time, five each, between the A and B match of the day.
3. Players – sixth, seventh, and eighth grade – may be freely changed from the A to B team or vice versa, *except that a player may not participate in both the A and B matches on any one day.*
4. Since the B match is not official, unlimited substitution is permissible, and all players who did not play in the "A" team match must play.
5. Rally scoring will be used. Best two of three matches win, scoring in game one and game two will be 25 points, scoring for game three will be 15 points.

Wrestling

Shall be governed by the current National Federation of State High School Association's current rule book except for the following adjustments:

1. The *sixteen* weight classes shall be: 75, 80, 86, 92, 98, 106, 114, 122, 131, 140, 149, 158, 168, 180, 205, and 265 lbs.
 - * Minimum weight for 75 lbs. weight class is 65 lbs.
 - ** Minimum weight for 265 lbs. weight class is 181 lbs. for weight loss; maximum weight for 180 lbs. weight class is 192 lbs. on the fifth day of practice.

For weight loss, the maximum weight for 265 lbs. weight class is 281 lbs. on the fifth day of practice.

2. Weight Loss

Each candidate weighs in on the *fifth* day of practice with an administrator, athletic coordinator, or athletic trainer present. If any candidate is absent on that day, he will be weighed in at the beginning of practice on the first day he returns to school. New members of the team weigh in on their *first* day of practice.

The weigh-in on the *fifth* day of practice will determine the minimum (lowest) weight class at which a candidate may certify. The candidate may certify one weight class down from his weigh-in in weight on the fifth day of practice. (Example: Weigh-in at 104 lbs. on the *fifth* day of practice, a wrestler may lose weight to certify at 98 lbs. class by weight certification date).

3. For weight certification, wrestlers are weighed in on the date of the county's first wrestling match at their individual schools with an administrator, athletic coordinator, or athletic trainer present, even if the team has a bye. This weight becomes the wrestler's certified weight. Any wrestler absent on that day will be weighed in on the *first* day they return to school.
 - a. Weigh-in week one certification - On the fifth day of practice, including tryouts, the wrestler registers the weight class and may only go one weight class below. *On the date of the first scheduled match, all wrestlers* will certify their weight. Visiting starters will weigh in at the opponents' school, and non-wrestlers will weigh in at their

home before leaving for the match with an administrator present. Teams with a bye will weigh in on the same day (first match for all other teams) at home with an administrator, athletic coordinator, or athletic trainer.

- b. If a wrestler fails to make weight at the certified weight class, he may wrestle up a weight class one time and return to the lower certified weight class. If a wrestler fails to make weight and wrestles up a class for the second time (does not have to be consecutive weigh-ins), the wrestler remains in the higher weight class.

New members of the teams will weigh in on their first day of practice. Their certified weight will be their weight on the day of the first match after joining the team, regardless of whether they participate in the match.

If a wrestler fails to make his certified weight and wrestles one weight above his classification, he shall be automatically reclassified and placed in the proper weight classification. However, if a wrestler certifies at a lower weight and still wrestles at a higher weight, the wrestler may return to the certified weight for other matches. The opposing coach must confirm the wrestling scorebook entry to verify that the wrestler certified at the lower weight that day.

Each wrestling coach must submit a list of wrestlers and their weight certification to opponents, with a copy going to the supervisor of Athletics the day after the first match. Certification of absent athletes and new members must be sent as soon as possible. The coach and the athletic coordinator must sign the submitted list. The list also includes the fifth-day weights for each participant. (See Appendix A).

In 2022-23 school year satellite weigh-ins were approved by the middle school athletic coordinators. A satellite weigh-in is where a wrestler weigh-ins at their school before going to an away match.

4. Weight allowance (gain)
 - a. One lb. allowed after second match.
 - b. One lb. allowed for the Regional Tournament
Example: 70 lbs. class; 72 at the tournament
5. Weigh-in shall be immediately before the meet. Participants are not given additional time to make weight at dual meets. However, a ½ lb. weight allowance will be allowed to account for discrepancies in scales, i.e., the participant may be ½ lb. over the weight limit.
6. A match shall consist of three one and one-half-minute periods.
7. Coaches may decide the number of exhibition matches held at each event. There is a limit of eight exhibition matches. More than eight exhibition matches will constitute payment for a second dual match, which will be the responsibility of the host school. Exhibition matches are three one-minute periods.
8. Option on the draw for events.
 - a. Tournament matches shall consist of three periods.
*Exception: Consolation matches shall consist of three one-minute periods.
 - b. Overtime matches in tournaments and dual meets shall be sudden death with the following time limits: One 1½ minute period followed and if necessary VHSL overtime rules will be in effect.

- c. Substitutes may be entered in regional tournaments as the bottom seed, with other wrestlers moving up a seed where applicable.
- d. Schools not entering participants in a weight class at the Regional Tournament shall forfeit that weight class.
- e. Host schools will have a paid Meet Director at \$200.00 per tournament.
- f. The Hospitality Room unit is estimated at \$300.00 per regional event.
- g. Top-seeded wrestlers who receive byes shall receive forfeit advancement points.
- h. The following criteria will determine the seeding for regional competition:
 - 1) Overall wins in the weight class;
 - 2) Head-to-Head Competition; and
 - 3) Coin flip.

(Appendix A)

WEIGHT CERTIFICATION LIST

SCHOOL: _____

Name	Grade	Birth Date	Weight on 5 th day of practice	Lowest weight class for which the wrestler can certify	Actual weight on certification date (first match)	Certified Weight Class
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						
17.						
18.						
19.						
20.						
21.						
22.						
23.						
24.						
25.						
26.						
27.						
28.						
29.						
30.						

Certification:

Coach: _____ Date: _____

Athletic Coordinator: _____ Date: _____

(Appendix B)

**PRINCE WILLIAM COUNTY PUBLIC SCHOOLS, MANASSAS, VIRGINIA
EMERGENCY PERMISSION FORM**

To be completed and signed by parent/guardian at the beginning of each sports session

Student's Name _____ Grade ____ Age ____ Birth Date _____

Name of School _____ Insurance _____

Home Address _____

Please list any health problems that might be helpful to a physician when evaluating your child during an emergency.

Please list any allergies to medications, etc. _____

Is the student presently taking medication? If so, what type? _____

Does the student wear contact lenses? _____ Please list date of last tetanus shot _____

EMERGENCY AUTHORIZATION: The school has my permission in an emergency to have my child transported to the Emergency Room of the nearest hospital. The hospital and medical staff have my authorization to provide a treatment that a physician deems necessary for the well-being of my child.

Parent/Guardian work phone number _____ Home phone number _____

Other emergency contact person _____ Phone number _____

By signing this emergency form, I am granting permission for emergency services for my child. I acknowledge that my child and I have received, read, and will adhere to the guidelines provided in the *Activities Guide for School Students and Parents*.

Student Signature

Date

Parent/Guardian Signature

Date

FORM NO. 61582450404G (7.08)

(Appendix C)

PRINCE WILLIAM COUNTY MIDDLE SCHOOLS

School _____ Year _____

Athletic Coordinator _____ Conference _____

**INDIVIDUAL SCHOOL WON/LOST RECORD FORM
INTERSCHOLASTIC ATHLETICS**

SEASON I	WIN	LOSS	TIE	COACH
Soccer (B)				
Volleyball (G)				
Track (G)				
Football				

SEASON II	WIN	LOSS	TIE	COACH
Basketball				
J.V. Basketball				

SEASON III	WIN	LOSS	TIE	COACH
Wrestling				
Basketball				
J.V. Basketball				

SEASON IV	WIN	LOSS	TIE	COACH
Baseball				
Softball				
Track (B)				
Soccer (G)				

Please indicate below:

REGIONAL CHAMPS

1. _____

2. _____

Athletic Coordinators must complete and return this form to the Middle School Executive Committee and Supervisor of Students Activities after each sports season.

(Appendix D)

Regional Track and Field Host Guidelines Tasks and Timeline

A. Preparation Schedule

1. Secure location:
 - Paid positions \$100 per person;
 - Obtain Point of Contact (POC);
 - Schedule custodian;
 - Target due dates: Fall – September 15 and Spring – March 1; and
 - The responsible person for the event is the host athletic coordinator.
2. Confirm/contact meet director-court clerk:
 - Paid positions \$100 per person; and
 - Responsible persons are the host athletic coordinator and track head coach.
3. Contact Officials
4. Select Confirm/Staff:
 - Crowd Control (3);
 - Hospitality Room;
 - Athletic Trainers (2);
 - Announcers;
 - Concessions and T-Shirt Sales;
 - Ticket Sales; and
 - Identify participating school administrators.
5. Table Staff:
 - Timers;
 - Place judges;
 - Field event judges;
 - Heat sheet runner; and
 - Awards recorder.
6. Awards:
 - Ribbons/medals for "place" finishers (1-4);
 - First gold, second silver, and third bronze; and
 - The host athletic coordinator is responsible for the awards.
7. Inform Transportation of Start Times:
 - Weekday busses departing at a set time – drop off only; and
 - Host athletic coordinator responsible for this task.

B. Seeding Time:

1. Confirm date and time for seed;
 - Seed meeting held the Thursday before the regional meet at the host school or virtually.
2. Notify all coaches and athletic coordinators of times and locations;
 - It is recommended that the host school provides dinner (pizza, snacks) during the event.

(Appendix D)

3. Seed meeting;
 - Event participant assignments for each regional event will be submitted the day before the seed meeting.
4. Exchange Zones:
 - Assign school personnel for each exchange zone for each relay; and
 - Assign a minimum of two coaches per field event.
5. Starting Height of High Jump:
 - The minimum starting height is the lowest qualifying entry.
6. Rulebook:
 - No spikes;
 - No jewelry; and
 - Matching uniforms are not required for relay teams.
7. Field Event Rules Review:
 - Define scratches; and
 - Meet director is the school hosting.
8. Coaches Meet Location Requirements/Restrictions:
 - Assign where coaches may coach teams; and
 - The hosting school athletic coordinator is the meet director.

C. Equipment:

1. Correct shot put 6 pounds for girls and 8 pounds for boys;
2. Starter pistol;
3. Stopwatches;
4. Hurdles;
5. Pencils and score sheets;
6. Exchange zone flags;
7. Medals/ribbons;
8. Envelopes;
9. Camera/electronic scoring;
10. Tape measures 3 (50 ft each);
11. Desk/chairs/tent;
12. Trainers' staff – first aid barriers; and
13. Heat sheets/score sheets.

D. Event:

1. Transportation;
2. Gate tickets are \$5.00;
3. Scratch meeting at 3:00 p.m.
4. Running events start once field events end – make sure there are no runners in back-to-back events;
5. Hospitality room – recommend hos school provides snacks or pizza;
6. Scoring for all events – Current team format is 10, 8, 6, 5, 4, 3, 2, 1 point for all events;
7. Medals/Ribbons ready to present after competition;
8. Closure – site cleaned up and returned or store equipment; and

Regional Wrestling Host Guidelines

A. Preparation Schedule

1. Secure location:
 - The location must be secured by December 1;
 - Obtain Point of Contact (POC);
 - Schedule custodian; and
 - Hosting athletic coordinator's responsibility.
2. Confirm/contact meet director - Court clerk by January 5;
 - Paid positions \$150 per person; and
 - Confirm assignments – determine hours needed for each job; and
 - Responsibility of the host athletic coordinator and wrestling head coach.
3. Contact Officials:
 - Three mat format needs four officials;
 - Officials must be confirmed by December 15; and
 - Hosting athletic coordinator's responsibility.
4. Select Confirm/Staff:
 - Crowd control needs three persons;
 - Hospitality room;
 - Two athletic trainers are required;
 - Announcers;
 - Concessions and t-shirt sales;
 - Ticket sales; and
 - Identify participating school administrators.
5. Table Staff:
 - Timers;
 - Scorekeepers; and
 - Runners.
6. Weight Class Awards:
 - First to fourth place receive medals;
 - First place gold, second place silver, third place bronze, and fourth place bronze in a smaller size; and
 - The host athletic coordinator must provide awards.
7. Inform Transportation of Start Times:
 - Saturday busses departing at 6:45 a.m. drop off only; and
 - Hosting athletic coordinator's responsibility.
8. Schedule Equipment Transport:
 - Mat transport to high schools as needed.
9. Staff Coverage:
 - Confirm assignments and determine hours for each person.

B. Seeding Time:

1. Confirm date and time for seed;
 - Seed meeting held the Wednesday before the regional meet at the host school or virtually.
2. Notify all coaches and athletic coordinators of times and locations;

(Appendix E)

- It is recommended that the host school provides dinner (pizza, snacks, etc.) during the meeting.
3. Seed meeting;
 - Participating athletes for regionals weight class will be submitted the day before the seeding meeting (changes may be made during the session if needed); and
 - Coaches need to show their win/loss records for each wrestler.
 4. Scoring Team Points:
 - Advancement points = 2 points for champions and 1 point for consolation;
 - Bye/forfeit = 2 points;
 - Disqualified (DQ) = 2 points;
 - Pin = 2 points;
 - Technical fall = 1.5 points;
 - Major Decision = 1 point; and
 - Decision = 0 points.
- C. Equipment:
1. Three mats, three mat tape rolls;
 2. Three scoring tables;
 3. Three green and three red ankle bands;
 4. Digital scale;
 - Preferably have five, but a minimum of three.
 5. Brackets awarded to first place finishers/Rippon Model of size to use - print; and
 6. Finished stand.
- D. Event:
1. Transportation;
 - The bus picks up at 6:30 a.m. departs at 6:45 a.m.;
 2. Weigh-ins at 7:30 a.m.;
 3. PA System;
 - Assess the quality of the PA system vs. crowd in the facility;
 4. Scratch meeting after weigh-ins, review scoring;
 5. Designate the location of mats:
 - assign mats for third, fourth, and fifth place matches (use sign to designate).
 6. Start meet at 9:00 a.m.
 7. Hospitality Room:
 - Recommend refreshments be served, breakfast, lunch, and sometimes dinner (\$300 maximum spent for food); and
 - Encourage host team parents to supply food items.
 8. Awards:
 - Have medals and ribbons ready to be awarded as champions are announced in each weight class.
 9. Closure:
 - The site was cleaned up; and
 - Equipment is returned or stored.
 10. Administrative Tasks:
 - Submit paperwork to the bookkeeper for the referees, custodians, meet director, building supervisor, food, and materials to be paid.

Prince William County Middle School Pitch Count Spring 2017

Max Pitches	0 Days rest	1 Day Rest	2 Days Rest	3 Days Rest
75 pitches per day	1-25 pitches	If a pitcher pitches in 2 consecutive days (regardless of number of pitches)	26-50 pitches	51-75 pitches
125 pitches per 7-day period				

Definition of a Pitch - the pitch count is based on pitches thrown to the batters during their time at bat. Warm up pitches allowed before each inning or warm up pitches allowed by the umpire in case of injury or game delay do not count. A dead ball pitch will not be considered as a pitch for the purposes of pitch count (e.g., a pitch thrown when time is called, a balk or illegal pitch, etc.) pitches thrown to the batters during their time at bat. Warm up pitches allowed before each inning or warm up pitches allowed by the umpire in case of injury or game delay do not count.

Definition of a Day of Rest – A calendar day refers to a time period beginning at midnight on one calendar day and ending at 11:59 p.m. on that same day. A calendar day of rest begins with the day following the first day a pitch is thrown.

- (a) Any player on a regular season team may pitch. (NOTE: There is no limit to the number of pitchers a team may use in a game.)

Exception: Exception: If a pitcher reaches the limit imposed while facing a batter, the pitcher may continue to pitch until any one of the following conditions occurs:

1. That batter reaches base;
2. That batter is put out;
3. The third out is made to complete the half-inning.

- (b) Pitchers must adhere to the following rest requirements:

If a player pitches 51 or more pitches in a day, three (3) calendar days of rest must be observed. If a player pitches 26-50 pitches in a day, two days (2) calendar days of rest must be observed. If a player pitches 1-25 pitches in a day, no (0) calendar day of rest is required;

A pitcher may not pitch more than 125 pitches in a 7-day period; and

A pitcher must rest one calendar day if they pitch in two consecutive calendar days (regardless of number of pitches thrown.)

- (c) Each team shall have a pitch count recorder who will inform coaches of the pitch count. The number of pitches a player throws shall be recorded in the scorebook. The pitch count recorder for each team is responsible for their team only.
- (d) The coach must remove the pitcher when said pitcher reaches the limit for the game or week as noted above.
- (f) The pitch count recorder must provide the current pitch count for any pitcher when requested by either coach or any umpire. However, the manager is responsible for knowing when his/her pitcher must be removed.
- (e) The official pitch count recorder should inform the coach when a pitcher has delivered his/her maximum limit of pitches for the game. However, the failure by the pitch count recorder to notify the coach, does not relieve the coach of his/her responsibility to remove a pitcher when that pitcher is no longer eligible.
- (f) Violation of any section of this regulation can result in protest of the game in which it occurs.
- (g) Pitches delivered in games declared “Suspended Games” shall be charged against pitcher’s eligibility. In suspended games resumed on another day, the pitchers of record at the time the game was halted may continue to pitch provided said pitcher has observed the required days of rest.

PRINCE WILLIAM COUNTY PUBLIC MIDDLE SCHOOLS
Athletic Participation/Parental Consent/Physical Examination Form

Separate signed form is required for each school year **May 1** of the current year through **June 30** of the succeeding year.

For School Year _____

PART I - ATHLETIC PARTICIPATION

Male _____

(To be filled in and signed by the parent/guardian and student)

Female _____

PRINT CLEARLY

Name _____ Student I.D# _____
(Last) (First) (Middle Initial)

Home Address _____ City/Zip Code _____

Home Address of Parents _____ City/Zip Code _____

Date of Birth _____ Place of Birth _____

MIDDLE SCHOOL INTERSCHOLASTIC ATHLETICS – GENERAL ELIGIBILITY RULES

ELIGIBILITY

A student may not participate in a sport if he/she turns fifteen (15) on or before September 1 of the current school year. A student may not participate in junior varsity basketball if the student is fourteen (14) years of age on or before October 1 of the current school year. Eighth graders may NOT participate on middle school junior varsity teams. Sixth grade students are allowed to participate in middle school varsity sports when, in the opinion of the coach, athletic coordinator, and principal, the student is mature enough and has the skills necessary to compete at the varsity level.

PARTICIPATION

A student may participate on only one team during a given sports season and may not leave a team to join another during the season. Any exception to this must be approved by the school's athletic coordinator and principal in the case of extenuating circumstances.

ACADEMIC ELIGIBILITY

If a student fails more than one subject, the student shall be declared ineligible for the next grading period. This rule applies to practice as well as game participation and is effective the day after report card distribution. Students who were previously ineligible become eligible the day after grades are due. Ineligible students who become eligible after team selections may not join a team.

MEDICAL EXAMINATION/PARENTAL PERMISSION

In all interscholastic activities, each participant must have a physical examination by a Doctor of Medicine, Doctor of Osteopathic Medicine, Nurse Practitioner or Physician's Assistant and have permission from said examiner and parent/guardian before the participant may engage in any sport. An Emergency Permission Form shall be completed by each participant and signed by the participant's parent/guardian. The cards shall be readily available to coaches at practices and games.

SELECTION OF TEAM

Team selection should include as many participants as possible. Each student trying out will receive a letter from their school specifying length of practice, criteria for squad selection, equipment needed, and a schedule of games. All squad selections will be implemented in a positive and objective manner. There will be three designated days for tryouts for all athletic teams.

INSURANCE

All students participating in the athletic program shall be covered by some type of accident insurance. The accident insurance policy made available by the Prince William County Public Schools covers all athletic activities, including middle school football.

Student Signature: _____ **Date:** _____

Providing false information result in ineligibility for one year.

The pre-participation physical examination is not a substitute for a thorough annual examination by a student’s primary care physician.

PART II- MEDICAL HISTORY (Explain “YES” answers below)

This form must be complete and signed, prior to the physical examination, for review by examining practitioner.
 Explain “YES” answers below with number of the question. Circle questions you don’t know the answers to.

GENERAL MEDICAL HISTORY		YES	NO	MEDICAL QUESTIONS CONTINUED		YES	NO
1. Do you have any concerns that you would like to discuss with your provider?	<input type="checkbox"/>	<input type="checkbox"/>		24. Have you had mononucleosis (mono) within the last month?	<input type="checkbox"/>	<input type="checkbox"/>	
2. Has a provider ever denied or restricted your participation in sports for any reason?	<input type="checkbox"/>	<input type="checkbox"/>		25. Are you missing a kidney, eye, testicle, spleen, or other internal organ?	<input type="checkbox"/>	<input type="checkbox"/>	
3. Do you have any ongoing medical conditions? If so, please identify: Asthma Anemia Diabetes Infections Other: _____	<input type="checkbox"/>	<input type="checkbox"/>		26. Do you have groin or testicle pain or a painful bulge or hernia in the groin area?	<input type="checkbox"/>	<input type="checkbox"/>	
4. Are you currently taking any medications or supplements on a daily basis?	<input type="checkbox"/>	<input type="checkbox"/>		27. Have you ever become ill while exercising in the heat?	<input type="checkbox"/>	<input type="checkbox"/>	
5. Do you have allergies to any medications?	<input type="checkbox"/>	<input type="checkbox"/>		28. When exercising in the heat, do you have severe muscle cramps?	<input type="checkbox"/>	<input type="checkbox"/>	
6. Do you have any recurring skin rashes or rashes that come and go, including herpes or methicillin-resistant Staphylococcus aureus (MRSA)?	<input type="checkbox"/>	<input type="checkbox"/>		29. Do you have headaches with exercise?	<input type="checkbox"/>	<input type="checkbox"/>	
7. Have you ever spent the night in the hospital? If yes, why? _____	<input type="checkbox"/>	<input type="checkbox"/>		30. Have you ever had numbness, tingling or weakness in your arms or legs or been unable to move your arms or legs AFTER being hit or falling?	<input type="checkbox"/>	<input type="checkbox"/>	
8. Have you ever had surgery?	<input type="checkbox"/>	<input type="checkbox"/>		31. Do you or does someone in your family have sickle cell trait or disease?	<input type="checkbox"/>	<input type="checkbox"/>	
HEART HEALTH QUESTIONS ABOUT YOU		YES	NO	32. Have you had any other blood disorders?	<input type="checkbox"/>	<input type="checkbox"/>	
9. Have you ever passed out or nearly passed out DURING or AFTER exercise?	<input type="checkbox"/>	<input type="checkbox"/>		33. Have you had a concussion or head injury that caused confusion, a prolonged headache or memory problems?	<input type="checkbox"/>	<input type="checkbox"/>	
10. Have you ever had discomfort, pain, tightness, or pressure in your chest during exercise?	<input type="checkbox"/>	<input type="checkbox"/>		34. Have you had, or do you have any problems with your eyes or vision?	<input type="checkbox"/>	<input type="checkbox"/>	
11. Does your heart race, flutter in your chest or skip beats (irregular beats) during exercise?	<input type="checkbox"/>	<input type="checkbox"/>		35. Do you wear glasses or contacts?	<input type="checkbox"/>	<input type="checkbox"/>	
12. Has a doctor ever ordered a test for your heart? For example, electrocardiography or echocardiography.	<input type="checkbox"/>	<input type="checkbox"/>		36. Do you wear protective eyewear like goggles or a face shield?	<input type="checkbox"/>	<input type="checkbox"/>	
13. Has a doctor ever told you that you have any heart problems, including: <input type="checkbox"/> High blood pressure <input type="checkbox"/> A heart murmur <input type="checkbox"/> High cholesterol <input type="checkbox"/> A heart murmur <input type="checkbox"/> Kawasaki Disease <input type="checkbox"/> A heart murmur	<input type="checkbox"/>	<input type="checkbox"/>		37. Do you worry about your weight?	<input type="checkbox"/>	<input type="checkbox"/>	
				38. Are you trying to or has anyone recommended that you gain or lose weight?	<input type="checkbox"/>	<input type="checkbox"/>	
				39. Do you limit or carefully control what you eat?	<input type="checkbox"/>	<input type="checkbox"/>	
				40. Have you ever had an eating disorder?	<input type="checkbox"/>	<input type="checkbox"/>	
				41. Are you on a special diet or do you avoid certain types of foods or food groups?			
				42. Allergies to food or stinging insects?	<input type="checkbox"/>	<input type="checkbox"/>	
				43. Have you ever had a COVID-19 diagnosis? Date: _____	<input type="checkbox"/>	<input type="checkbox"/>	
				44. What is the date of your last Tdap or Td (tetanus) immunization? (circle type) Date: _____			
14. Do you get light-headed or feel shorter of breath than your friends during exercise?	<input type="checkbox"/>	<input type="checkbox"/>		FEMALES ONLY		YES	NO
15. Have you ever had a seizure?	<input type="checkbox"/>	<input type="checkbox"/>		45. Have you ever had a menstrual period?	<input type="checkbox"/>	<input type="checkbox"/>	
HEART HEALTH QUESTIONS ABOUT YOUR FAMILY		YES	NO	46. Age when you had your first menstrual period: _____			
16. Does anyone in your family have a heart problem?	<input type="checkbox"/>	<input type="checkbox"/>		47. Number of periods in the last 12 months: _____			
17. Has any family member or relative died of heart problems or had an unexpected or unexplained sudden death before age 35 (including drowning or unexplained car crash)?	<input type="checkbox"/>	<input type="checkbox"/>		48. When was your most recent menstrual period? _____			
				EXPLAIN “YES” ANSWERS BELOW			
				#	>>		
				#	>>		
				#	>>		
				#	>>		
18. Does anyone in your family have a genetic heart problem such as hypertrophic cardiomyopathy (HCM), Marfan syndrome, arrhythmogenic right ventricular cardiomyopathy (ARVC), long QT syndrome (LQTS), short QT syndrome (SQTS), Brugada syndrome, or catecholaminergic polymorphic ventricular tachycardia (CPVT)?	<input type="checkbox"/>	<input type="checkbox"/>		#	>>		
19. Has anyone in your family had a pacemaker or an implanted defibrillator before age 35?	<input type="checkbox"/>	<input type="checkbox"/>		#	>>		
BONE AND JOINT QUESTIONS		YES	NO				
20. Have you ever had a stress fracture or an injury to a bone, muscle, ligament, joint, or tendon that caused you to miss a practice or game?	<input type="checkbox"/>	<input type="checkbox"/>		#	>>		
21. Do you currently have a bone, muscle, or joint injury that bothers you?	<input type="checkbox"/>	<input type="checkbox"/>		#	>>		
MEDICAL QUESTIONS		YES	NO	List medications and nutritional supplements you are currently taking here:			
22. Do you cough, wheeze, or have difficulty breathing during or after exercise?	<input type="checkbox"/>	<input type="checkbox"/>					
23. Do you have asthma or use asthma medicine (inhaler, nebulizer)?	<input type="checkbox"/>	<input type="checkbox"/>					

→ Parent/Guardian Signature _____ Date: _____ → Student Signature: _____

PART III- PHYSICAL EXAMINATION

(Physical examination form is required each school year dated after May 1 of the preceding school year and is good through June 30 of the current school year)**

NAME _____ DATE OF BIRTH _____ SCHOOL _____

Height	Weight	Male	Female
BP /	Resting pulse	Vision R 20/ L 20/	Corrected Yes No

MEDICAL	NORMAL	ABNORMAL FINDINGS
Appearance (Marfan stigmata: kyphoscoliosis, high-arched palate, pectus excavatum, arachnodactyly, hyperlaxity, myopia, mitral valve prolapse, and aortic insufficiency)		
Eyes/ears/nose/throat (Pupils equal, hearing)		
Lymph nodes		
Heart (Murmurs: auscultation standing, supine, +/- Valsalva)		
Pulses		
Lungs		
Abdomen		
Skin (Herpes simplex virus, lesions suggestive of MRSA or tinea corporis)		
Neurological		
MUSCULOSKELETAL	NORMAL	ABNORMAL FINDINGS
Neck		
Back		
Shoulder/arm		
Elbow/forearm		
Wrist/hand/fingers		
Hip/thigh		
Knee		
Leg/ankle		
Foot/toes		
Functional (i.e., Double leg squat, single leg squat, box drop, or step drop test)		
Emergency medications required on-site: Inhaler Epinephrine Glucagon Other:		
COMMENTS:		

I have reviewed the data above, reviewed his/her medical history form and make the following recommendations for his/her participation in athletics:

- MEDICALLY ELIGIBLE FOR ALL SPORTS WITHOUT RESTRICTION
- MEDICALLY ELIGIBLE FOR ALL SPORTS WITHOUT RESTRICTION WITH RECOMMENDATION FOR FURTHER EVALUATION OR TREATMENT OF: _____
- MEDICALLY ELIGIBLE ONLY FOR THE FOLLOWING SPORTS: _____
Reason: _____
- NOT MEDICALLY ELIGIBLE PENDING FURTHER EVALUATION OF: _____
- NOT MEDICALLY ELIGIBLE FOR ANY SPORTS

By this signature, I attest that I have examined the above student and completed this pre-participation physical including a review of Part II- Medical History.

→ PRACTITIONER

SIGNATURE: _____ (MD, DO, NP or PA) + DATE**: _____

EXAMINER'S NAME AND DEGREE (Print) _____ PHONE NUMBER: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

+Only signature of Doctor of Medicine, Doctor of Osteopathic Medicine, Nurse Practitioner or Physician's Assistant licensed to practice in the United States will be accepted.

Rule 28B-1 (3) Physical Examination Rule/Transfer Student (10-90)- When an out-of-state student who has received a current physical examination elsewhere transfers to Virginia and attaches proof of that physical examination to the League form #2, the student is in compliance with physical examination requirements.

PART IV- ACKNOWLEDGEMENTS OF RISK AND INSURANCE STATEMENT

(To be completed by parent/guardian)

I give permission for _____ (name of child/ward) to participate in any of the following sports that are NOT crossed out: baseball, basketball, cheer-leading, cross country, field hockey, football, golf, gymnastics, lacrosse, soccer, softball, swim/dive, tennis, track, volleyball, wrestling, other (identify sports): _____

I have reviewed the individual eligibility rules, and I am aware that with the participation in sports comes the risk of injury to my child/ward. I understand that the degree of danger and the seriousness of the risk varies significantly from one sport to another with contact sports carrying the higher risk. I have had an opportunity to understand the risk inherent in sports through meetings, written handouts, or some other means. He/she has student medical/accident insurance available through the school (yes ___ no ___); has athletic participation insurance coverage through the school (yes ___ no ___); is insured by our family policy with:

Name of medical insurance company: _____

Policy number: _____ Name of policy holder: _____

I am aware that participating in sports will involve travel with the team. I acknowledge and accept the risks inherent in the sport and with the travel involved and with this knowledge in mind, grant permission for my child/ward to participate in the sport and travel with the team.

By this signature, I hereby consent to allow the physician(s) and other health care provider(s) selected by myself or the school to perform a pre-participation examination on my child and to provide treatment for any injury or condition resulting from participation in athletics/activities for his/her school during the school year covered by this form. I further consent to allow said physician(s) of health care provider(s) to share appropriate information concerning my child that is relevant to participation in athletics and activities with coaches and other school personnel as deemed necessary.

Additionally, I give my consent and approval for the student named above's picture and name to be printed in any high school or VHSL athletic program, publication, or video.

To access quality, low-cost comprehensive health insurance through FAMIS for your child, please contact Cover Virginia by going to www.coverva.org or calling 855-242-8282.

PART V- EMERGENCY PERMISSION FORM*

(To be completed and signed by the parent/guardian)

STUDENT'S NAME: _____ GRADE: _____ AGE: _____ DOB: _____

HIGH SCHOOL: _____ CITY: _____

Please list any significant health problems that might be significant to a physician evaluating your child **in case of an emergency**:

PLEASE LIST ANY ALLERGIES TO MEDICATIONS, ETC: _____

IS THE STUDENT CURRENTLY PRESCRIBED AN INHALER OR EPI-PEN? _____ LIST THE EMERGENCY MEDICATION: _____

IS THE STUDENT PRESENTLY TAKING ANY OTHER MEDICATION? _____ IF SO, WHAT? _____

DOES THE STUDENT WEAR CONTACT LENSES? _____ DATE OF LAST Tdap OR Td (TETANUS) SHOT: _____

EMERGENCY AUTHORIZATION: In the event I cannot be reached in an emergency, I hereby give permission to physicians selected by the coaches and staff of _____ High School to hospitalize, secure proper treatment for and to order the injection and/or anesthesia and/or surgery for the person named above.

DAYTIME PHONE NUMBER (WHERE TO REACH YOU IN AN EMERGENCY): _____

EVENING TIME PHONE NUMBER (WHERE TO REACH YOU IN AN EMERGENCY): _____

CELL PHONE NUMBER: _____

→ SIGNATURE OF PARENT/GUARDIAN: _____ DATE: _____

RELATIONSHIP TO STUDENT: _____

*Emergency Permission Form may be reproduced to travel with respective teams and is acceptable for emergency treatment in needed.

→ I CERTIFY ALL OF THE ABOVE INFORMATION IS CORRECT: _____

Parent/Guardian signature

The pre-participation physical examination is not a substitute for a thorough annual examination by a student's primary care physician.